



Bletchley and Fenny Stratford Town Council

To: **Cllr Mohammed Arshad, Cllr Keith Ely, Cllr Richard Graham, Cllr William Hewitt, Cllr Ethaniel Kelly-Wilson and Cllr Eamonn O'Rourke, Mr Frank Sime, Rev Stuart Pattico, Mr Graham Anderson**

There will be a meeting of the Newton Leys Pavilion Committee of the Council to be held at the Bletchley Library at Westfield Road, Bletchley, Milton Keynes, MK2 2RA at 6.30 pm on Tuesday 25 September 2018 to transact the items of business set out in the agenda below.

Delia Shephard
Clerk to Bletchley and Fenny Stratford Town Council
19 September 2018

A G E N D A

- 1 Apologies for Absence**
- 2 Declarations of Interests**
- 3 Public Speaking Time**
- 4 Minutes of Previous Meeting**
To receive feedback from inquorate meeting of the committee on 28 August 2018 and from informal meetings and site visits during early September 2018
- 5 Pavilion Build Matters**
To consider any issues arising from recent site visits and inspections and to make appropriate decisions thereon
- 6 Telephone lines and internet provision**
To receive an update on progress with BT lines and fibre installation
- 7 Timetable and Handover Procedure**
To discuss likely practical completion date, progress with legal work and building inspections, snagging and handover arrangements
- 8 Draft Policy Statement on Newton Leys Pavilion, Car Park and Football Pitches**
To note the draft policy statement adopted by the Full Council on 4 September 2018
- 9 *Transition Arrangements and Bookings**
 - i To receive a report on expressions of interest and progress with transition of existing users to new building
 - ii To approve terms and conditions for regular bookings so that bookings for the new building may be confirmed
 - iii To approve terms and conditions for long term block booking of Community Hall and additional facilities by Buttons Pre-school so that booking may be confirmed
 - iv To discuss arrangements for invitation of further expressions of interest and bookings
- 10 Fit out of Building**
To receive a report on planned expenditure on furniture, equipment, fixtures and fittings and to consider any preliminary quotations available



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11 **Services**

To discuss planned expenditure on services ie cleaning, legionella compliance, security etc and to consider preliminary specifications for this work

12 **Update Reports (information only)**

To receive any other recent information on matters concerning the Pavilion (These items will be for information only and any relevant decisions will be made at a future date.)

13 **Next Meeting**

To confirm arrangements for next meetings

Members of the public and representatives of the press and broadcast media are welcome to attend. *Please be warned that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.